



EXECUTIVE COMMITTEE

DRAFT MINUTES

Thursday, January 9, 2014

1:00 p.m. – 1:30 p.m.

Arizona Developmental Disabilities Planning Council
1740 West Adams Street, Suite 410
Phoenix, Arizona 85007

An Executive Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened on January 9, 2014, at the ADDPC Office, 1740 West Adams, Suite 410, Phoenix, Arizona 85007. Notice having been duly given. Present and absent were the following members of the ADDPC.

| Members Present |
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| Will Humble, Chairperson John Black, Vice Chairperson, Phone Ray Morris, Phone Ed, Myers |
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| Tom Uno, Phone Monica Cooper, Phone Melissa Van Hook, Phone |
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| Staff/Guests | Members Absent |
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| Marcella Crane, ADDPC Lani St. Cyr, ADDPC Michael Leyva, ADDPC Larry Clausen, ADDPC |
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| N/A |
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A. Call to Order

Chairperson Will Humble welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Executive Standing Committee meeting. The meeting was called to order at 1:00 P.M.

B. Approval of Meeting Minutes

The minutes from the November 27, 2013 Executive Committee meeting were reviewed.

- A motion was made by Monica Cooper to approve the November 27, 2013, Executive Committee Meeting Minutes.
- The motion was seconded by Ed Myers.
- The motion carried.

C. Conflict of Interest Policy

Larry Clausen presented a draft Conflict of Interest Policy to the Committee for review. Larry noted that language regarding conflict of interest exists in the Council's current By-Laws, but that additional clarification was needed to ensure that all members understood the requirements of state law. Discussion was held on the policy statement urging Council members aware of another member's conflict of interest on an issue to talk to the member and/or bring the conflict to the attention of the Council to ensure legal compliance with state statute. It was confirmed that this requirement is standard for most non-profit and governmental groups in Arizona. The Committee recommended that statutory penalties for non-compliance with conflict of interest requirements be added to the policy prior to its presentation to the full Council meeting on January 24th. No formal action was taken on this agenda item.

D. Financial Primer - WestEd

Lani St. Cyr made a presentation on the Special Education Financial Primer proposal. WestEd has been identified as a contractor with expertise in the field of public education funding with capacity to develop a primer to provide understandable information to family members. As part of the primer, WestEd will develop content to address the purpose of the primer, provide a clear definition of special education, provide easy to understand details on how schools determine what funded services are needed for students, explain how the Arizona funding mechanism works and provide additional funding facts. The project has a quick turn-around with a completion time-table of approximately 4 weeks. WestEd has been approved as a government contractor through a Joint-Powers Agreement, meaning that the Council will be entering into an Intergovernmental Agreement to serve as a contract for services.

- Ed Myers made a motion to approve the funding for the Special Education Financial Primer in the amount of \$20,000 to be awarded to WestEd as the approved contractor.
- Monica Cooper seconded the motion.
- The motion carried.

E. "Picture of Life" Grant Supplement

Lani St. Cyr provided details on a budget supplement requested by the Sonoran University Center for Excellence in Developmental Disabilities (UCEDD), University of Arizona, to expand the scope of the "Picture of Life" (POL) grant. POL is a collaborative effort including the UCEDD as the grantee, Department of Economic Security, Developmental Disabilities Division and others focusing on providing supports for developmentally disabled youth aging out of foster care. The project seeks to prepare young adults by developing options for housing, employment, education, transportation and other personal needs necessary as additional independence is gained at age 18. Due to an increase in facilitators available to providing training and support in the program, an additional \$9,547 was requested by the UCEDD to double the number of youth reached in the program and expand the service area into part of southern Arizona and Phoenix.

- A motion was made by Ed Myers to approve the supplement requested by the Sonoran UCEDD in the amount of \$9,547.
- The motion was seconded by John Black.
- The motion carried.

F. Call to the Public

No members of the public were present

G. Adjournment

- A motion was made by Ed Myers to adjourn the meeting at 1:30 P.M.
- The motion was seconded by Melissa Van Hook.
- Motion carried and the meeting was adjourned.